

Boyertown Community Library  
Board of Trustees Meeting  
February 22, 2022

Meeting was called to order at 7:03 PM.

In attendance: Chuck Wohl, Cindy Mellor, Rob Kistler, Tina Brown, Pat Nunan, Sara Bates, Kathy Kolb, Andrea Kershaw (virtual), Justin Hall (virtual), Director Susan Lopez

Trustees absent: Kelly Kindig

Guests: None

1. Call to Order
2. Roll Call
3. Approval of Minutes of January Annual and Regular Board Meetings
  - a. Tina motioned to approve the minutes of the January Annual and Regular Board Meetings. Pat seconded. All in favor. Motion passed.
4. Report of Director
  - a. Susan had everyone in attendance in person initial the Abuse Prevention Policy.
  - b. Story time in the park is set to resume next month.
  - c. The System is no longer collecting program stats.
  - d. BCL received a \$24,000 grant from Berks County Community Foundation to be used for programming, furniture, remodeling, etc.. Any funds not used within a year must be returned.
  - e. Preparation for the Winter Bazaar is moving along.
  - f. The State Report is still being prepared.
  - g. In light of recent book challenges in the area, Susan referred everyone to the current BCL Banned Book Policy that she sent out via email prior to the meeting. BCL has not had any challenges yet.
  - h. Passport photo price has been raised to \$15.
  - i. The March 2022 board meeting will be held in the lower level due to a program conflict in the upper level.
5. Report of Treasurer
  - a. Cindy discussed the financial reports for January 2022 that she distributed by email prior to the meeting.
  - b. A new line item has been added to the balance sheet to show depreciation
  - c. There was a discussion about how the Hartman Trust operates to provide BCL with money
  - d. Tina motioned to approve the January financials. Justin seconded. All in favor. Motion passed.
6. Committee Reports
  - a. Executive (Chuck)
    - i. No report.
  - b. Facilities (Pat)
    - i. TJ will contact the HVAC computer company to verify price and if they can still complete the project.

- ii. TJ will be taking over all of Zuber's duties beginning February 25<sup>th</sup>.
    - iii. TJ is sending letters to the tenants about parking during the roof replacement, hopefully to begin in late March.
    - iv. Chuck discussed a new payment schedule for TJ which will be periodically evaluated.
  - c. Finance (Cindy)
    - i. No report.
  - d. Fundraising (Andrea)
    - i. Andrea referred everyone to her written report emailed out prior to the meeting.
    - ii. Winter Bazaar is still scheduled for March 5<sup>th</sup>.
    - iii. Andrea discussed the Books and Brews event that is planned for May 15<sup>th</sup>.
  - e. Governance (Kelly)
    - i. No report.
  - f. Planning (Tina)
    - i. Tina discussed the changes made to the Strategic Plan due to the planning workshop held February 5<sup>th</sup>. These were sent via email prior to the meeting.
    - ii. Pat discussed the potential need for professional architectural renderings to be used for a capital campaign.
    - iii. Tina asked for a motion to approve the Strategic Plan. Pat motioned. Cindy seconded. All in favor. Motion passed.
- 7. President's Report
  - a. The Sweetheart Stroll held February 11<sup>th</sup> went well.
  - b. Chuck discussed the search for the new director. There are four serious candidates at this point. Interviews continue.
- 8. Old Business
  - a. The Board was reminded that signed Conflict of Interest policies need to be completed by everyone. They have not all been returned at this point.
- 9. New Business
  - a. Rob asked for a volunteer to take minutes for the March meeting, as he will be unable to do so due to a scheduled surgery.
- 10. Good of the order
- 11. Sara motioned to adjourn the meeting. Kathy seconded. All in favor. Meeting was adjourned at 8:04 PM.

The next regular meeting of the Boyertown Community Library Board of Trustees will be held on March 22, 2022, commencing at 7 pm.

Action Items

None.